



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Request for Subdivision Approval – 424 Vanduzee Street

DATE: November 29, 2011

Request: Subdivision Approval of Parcel Number 1-18-102 at 424 Vanduzee Street

Applicant: Charles Patterson, GYMO

Proposed Use: Unknown

Property Owner: North Country Development of Jefferson County, Inc.

Comments: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and notice has been published for it to be held at 4:05 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant is proposing to subdivide Parcel Number 1-18-102 into two lots. The majority of the parcel will remain under its current ownership, while a 0.338 acre portion (marked as "Parcel D" on the plat) will be divided off and conveyed to a new owner. This is the third parcel to be split from the main parcel. The previous two splits did not go through the review process. Those two parcels were given access to Vanduzee Street through a 20' wide easement in each of their deeds that makes a partial loop around the complex. The loop is continued back to Vanduzee Street by a 20' wide easement held by the Department of Environmental Conservation along their property on the Black River. A copy of the 1993 Bernier, Carr survey has been included to show the two easements.

The owner has indicated that he plans to submit future subdivisions. This needs to be done in an orderly fashion so that each property has access to Vanduzee Street and can be addressed for easy location by emergency personnel. Staff is proposing that the easement loop be treated as a private street to provide access to "Parcel D" and all future parcels. It needs to be given a name that will not be confused with another street and the parcels will be given numbers in relation to it.

“Parcel D” is shown fronting on the DEC easement. The plat should identify the entire loop as an easement for “Parcel D” and be labeled with the chosen name. The deed filed when “Parcel D” is conveyed must also stipulate access to this easement.

The proposed property lines for “Parcel D” go through the building. There are no setback requirements in Light Industrial Districts, but there have to be fire walls or separations that meet the New York State Building and Fire Code.

The preliminary plat, submitted electronically, is not stamped by a licensed surveyor. The final plat submitted for signature, as described below, must be stamped and signed.

After approval, the applicant must submit two (2) reproducible mylars of the plat for signature by the clerk of the Planning Board. One of the mylar copies will be returned, and must be filed in the County Clerk’s Office within 62 days of signing.

Summary:

1. The Final Subdivision Plat shall identify a 20’ wide easement for ingress and egress for “Parcel D” that is coterminus with the easement for ingress and egress shown on the map titled “Survey Map of a portion of the Land of Van Duzee Street Warehouse Corp., off Van Duzee St., City of Watertown, NY”, prepared by Bernier, Carr & Associates January 5, 1993, last revised April 1, 1993 and the 20’ wide easement to The People of the State of New York under the jurisdiction of the New York State Department of Environmental Conservation.
2. The applicant shall name and label the easement as a private street and the name shall not be similar to another private street, public street, or other named location in the Watertown area.
3. Plans for the fire walls or separations at the property lines must be submitted and approved by the Code Enforcement Bureau.
4. The applicant shall provide at least two full size mylar prints of the final plat for signature by the Clerk of the Planning Board, stamped and signed by a licensed surveyor.
5. After final approval and signing of this plat, the applicant shall transfer “Parcel D” with a deed that gives access to the easement described above.

cc: Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Charles Patterson, GYMO